

PLACER COUNTY CIVIL SERVICE COMMISSION MEETING
September 8, 1997

OPEN SESSION

I. ROLL CALL: Meeting was held in the Pepper Tree Inn Conference Room, 645 North Lake Blvd., Tahoe City, CA with four Commissioner's present; Commissioner Besana absent. Chairman LeDoux presiding.

CLOSED SESSION

OPEN SESSION - 6:30 P.M.

I. CLOSED SESSION REPORT: Chairman LeDoux announced that the Commission had met in closed session to discuss personnel matters pursuant to authority granted by Govt. Code Section 54957. It was moved by Young and seconded by Costigan that the merit increases be approved as recommended by the departments. Two were denied; one to be resubmitted in 90 days and one to be resubmitted in 45 days. Two were changed from Standard to Very Satisfactory. Motion carried unanimously.

II. MINUTES OF PREVIOUS MEETING: Moved by Young and seconded by Stockwin, that the minutes of August 11, 1997, be approved. Motion carried unanimously.

III. PUBLIC COMMENT - None

IV: OLD BUSINESS

V. NEW BUSINESS:

A. Classification Specifications Revisions

1. Junior Engineer/Assistant Engineer

It was moved by Stockwin and seconded by Costigan to approve the revisions to the classification specification for Junior Engineer/Assistant Engineer to reflect the possession of either a degree in civil engineering or possession of California Engineer-in-Training Certificate. Motion carried unanimously.

2. Library Assistant I/II

It was moved by Young and seconded by Stockwin to approve the revisions to the classification specification for Library Assistant I/II to add more specific information regarding the library information and Referral Program. Motion carried unanimously.

B. New Classification Specification/Reclassification Request

1. District Attorney

It was moved by Stockwin and seconded by Young to approve the classification specification of Supervising Investigator, range 87.3 and Managing Chief Investigator,

range 49.0; reclassify the position of Chief Investigator to the new classification of Managing Chief Investigator; reclassify one position of Investigator to the new classification of Supervising Investigator; and delete the classification of Chief Investigator, range 87.2, upon the vacancy of the incumbent. Motion carried unanimously.

C. Reclassification Request

1. Sheriff's Department

It was moved by Costigan and seconded by Stockwin to approve the reclassification of two Departmental Systems Technicians, range 41.0 to Departmental Systems Analysts, range 44.0. Motion carried unanimously.

D. Transfer of Classifications to Unclassified Service

1. County Counsel

It was moved by Young and seconded by Costigan to approve moving the position of Deputy County Counsel I/II from the Classified Service to the Unclassified Service.

E. Work Out Of Class Extensions

It was moved by Stockwin and seconded by Young to approve the Work Out Of Class extensions as presented in the staff memo. Motion carried unanimously.

VI. LEAVES OF ABSENCE - As an information item only, the Commission was advised of the Leaves approved by the Personnel Director.

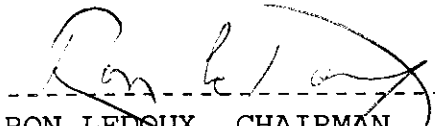
VII. COMMUNICATIONS

A. Provisional Appointments - None

B. Staff Reports and Correspondence - Director Gray informed the Commission of the two new appointed Commissioners. James Webber will be replacing Dorothy Young and Sylvia Besana will be replacing Francis Stoffels.

VIII. ADJOURNMENT - There being nothing further to come before the Commission, the meeting was adjourned. The next regular meeting will be held at 6:30 PM, on **Monday**, October 20, 1997, in the Board of Supervisors Chambers, 175 Fulweiler Avenue, Auburn, CA.

PLACER COUNTY CIVIL SERVICE COMMISSION



RON LEDOUX, CHAIRMAN



CAROL BRAUN, EXECUTIVE SECRETARY